

**TRI-CITY REGIONAL SANITARY DISTRICT**  
**Regular Meeting November 21, 2022**

- Item # 1 President Jacques called the meeting to order at 5:15 pm
- Item # 2 Cameron Farr led the Pledge of Allegiance
- Item # 3 Roll Call: M. Buzan(Z); C. Farr; R. Jacques; M.A. Moreno; M. Harper, District Counsel  
Also: M. Krebs, PE, PACE; T. Stratton, Bond Counsel; L. Valdez(Z); D Patton (Z)  
Public: S. Stapleton, H. Farester, D. Farester, T. Werner,
- Item # 4 Approval of Minutes - Executive Session Minutes of 8/31/22, 9/19/22 and 10/11/22 were approved by motion of M.A. Moreno, seconded by C. Farr. 3-0, M. Buzan abstained. Regular Meeting Minutes of 10/11/2022 were tabled by motion of R. Jacques, seconded by C. Farr and carried, 4-0.
- Item # 5 Financial Report – Gila Co. reports \$426,669.78 in the District Account
- Item # 6 Payment of Bills
- |                                    |             |
|------------------------------------|-------------|
| Robert Jacques Reimbursement       | \$ 369.04   |
| AZ SilverBelt – Legal Notice       | \$ 261.35   |
| Pioneer Title – ROW/Easements      | \$11,000.00 |
| J E Ted Thayer – Website Final     | \$ 199.81   |
| I.B.E.W. Bldg. Corp. Meeting Room  | \$ 225.00   |
| AVIX Accounting – Financial        | \$ 658.75   |
| Harper Law Offices – Gen. Rep.     | \$ 1,887.48 |
| Harper Law Offices – ROW/Easements | \$ 6,669.25 |
| Harper Law Offices - Project       | \$ 4,070.23 |
| The Stratton Law Firm – Gen Rep    | \$ 892.50   |
| Heinfeld Meech – Audit             | \$ 2,625.00 |
| U.S.P.S.-Claypool Box Rent Ann.    | \$ 140.00   |
- Approved for payment by motion of R. Jacques, seconded by M.A. Moreno, 4-0.
- Item # 7 Easements acquisition Process and Engineering Progress for Phase I – M. Krebs reported several good meetings with Gila County officials; County is taking responsibility for 3 Easements, several properties will be TRSD’s responsibility – There are legal issues with regard to sharing some of those Rights of Way that Attorney Harper is working on.
- Item # 8 Finalization of the Phase II/III Environmental Assessment – Legal notices were published And no comments were received. The EA is now closed and there is no need to do any further studies.
- Item # 9 Status of the RFQ for Phase II/III of the TRSD System -PACE was the only respondent. The interview was held today before an Evaluation committee which included Jake Garrett (Gila County Environmental Engineering Manager), C. Farr and R. Jacques. The committee will confer on Nov. 23 to evaluate the PACE Statement of Qualifications and the results of the interview in order to determine whether it is appropriate to recommend PACE to the full TRSD Board as the Phase II/III Engineer and to begin negotiating the cost of services and a contract.

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- Item # 10 Finalization of the Formal Agreement with Tim Stratton to continue acting as Bond Counsel to TRSD, independent of Gust Rosenfeld. M.A. Moreno moved to approve the agreement and authorize R. Jacques to sign such agreement, seconded by C. Farr, and carried 4-0.
- Item # 11 Update on the submittal of two (2) Applications for 2 Clean Water State Revolving Fund Loans from the Water Infrastructure Finance Authority (WIFA) for the engineering/design and, as appropriate, follow/on elements for Phases II and III of the TRSD Project – L. Valdez reported the documents are being drafted, the engineering data will be required prior to submission, hopefully before the end of the year.
- Item # 12 Responses to questions raised during the Call to the Public at the 10/11/2022 meeting relative to the possible receipt of septage by TRSD and the need to elevate the lift Station behind the Claypool Little League Fields – M. Krebs stated that septage will not be accepted as stated in the PER. The lift station has to be elevated above the 500 yr. flood plain level, the elevation is already in the plan.
- Item # 13 Update on the status of the FY 2021 Audit being conducted by Heinfeld Meech and the indicated schedule for completion of the FY 2022 Audit being performed by same – FY 21 draft is being circulated internally and will be transmitted to the TRSD Board when that is complete, FY 22 will be completed by March, 2023.
- Item # 14 Consider developing a Policy to formalize responses to Public Records Requests received from the public, based on ARS Statutes, as applicable. Attorney Harper is working on a Policy, delineating how the process will work and be congruent with the Statutes. Hopefully by the December Board meeting.
- Item # 15 Consider entering into a new agreement with Deborah Patton wherein she will provide services related to easement acquisition for Phase I of the project. D. Patton is drafting an agreement for review by the Board.
- Item # 16 Consider beginning a search for an individual with a technical/managerial background in Wastewater Operations/Management to assist in ongoing Phase I engineering and upcoming pre-construction activities. C. Farr moved to begin looking for such an individual, seconded by M. Buzan. Discussion ensued regarding which Level of wastewater treatment management would be appropriate/acceptable. The individual could, with assistance from PACE, look into the residential hook-ups which are difficult/convoluted. Motion carried, 4-0.
- Item # 17 Consideration of PACE pay requests #12, dated 9/30/22, to the USDA-RD, in the amount of \$249,835.30, divided as follows: For payment by WIFA, (1) Pay Application #12, Project #A128, in the amount of \$20,000.00, and (2) a portion of Pay Application #13, Project #B708, in the amount of \$202,389.50. For payment by USDA-RD, a portion of Pay Application #13 (a disbursement of Colonia Grant Funds), Project #B708, in the amount of \$27,4445.80. Approved for payment by motion of M.A. Moreno, seconded by C. Farr , 4-0.

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- Item # 18 Consideration of PACE Pay Request #13, dated 10/31/22, to the USDA-RD, in the Amount of \$310,050.77, divided as follows: For payment by WIFA (10) Pay Application #13, Project #A128, in the amount of \$205,967.37, and (2) a portion of Pay Application # 14, Project #B708, in the amount of \$82,947.40. For payment by USDA-RD, a portion of Pay Application # 14 (a disbursement of Colonia Grant Funds), Project #B708, in the amount of \$21,136.00. Approved for payment by motion of C. Farr, seconded by M.A. Moreno, 4-0.
- Item # 19 Consider approving the issuance of a check in the amount of \$4,500.00 to Arizona Eastern Rail Road for an application to be submitted in order to be in their Right of Way. Approved by motion of M.A. Moreno, seconded by R. Jacques, 4-0.
- Item # 20 Call to the Public –  
H. Farester – Status of the Median Income Survey  
T. Werner - Website TRSD.org is no longer available. Unable to access the new one – [www.tri-citysanitarydistrict.com](http://www.tri-citysanitarydistrict.com)  
S. Stapleton – Lift station odor  
R. Jacques and M. Harper will review submissions.
- Item # 21 M.A. Moreno moved to convene in Executive Session at 6:23 p.m. and re-convene In Regular Session at its conclusion, seconded by C. Farr and carried, 4-0.
- Executive session closed and Regular meeting reconvened at 6:42 p.m.
- Item # 22 Items Discussed in Executive Session  
None
- Item # 23 Announcements
- Item # 24 Schedule any Topic or Issue  
The next Regular Meeting of the TRSD will be held on Monday, December 19, 2022 at 5:15 p.m. at the I.B.E.W. Hall
- Item # 25 M.A. Moreno moved to adjourn the meeting at 6:51 p.m., seconded by M. Buzan and carried, 4-0.